

MADISON COUNTY BOARD OF HEALTH
Meeting Minutes
June 9, 2016

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STATE OF MONTANA MADISON COUNTY
RECORDED: 09/07/2016 9:50 KOI: MINUTES
Kathleen D. Mumme CLERK AND RECORDER
FEE: \$0.00 BY: *KD Mumme*
TO: FILED 7 PGS,

On Thursday, June 9th, 2016, a meeting of the Madison County Board of Health came to order at 3:16 p.m. in the Madison County-Public Meeting Room located in the Madison County Administration Building, in Virginia City, Montana.

Those in attendance at the meeting were Douglas B. Young DVM, Chair; Rachel Crismore RN, R.D. Marks MD, Ke'lah Savage, Dayna Thergesen, PNP, Melinda Tichenor. Also in Attendance: Melissa Brummell RN, Jim Hart, Tammy Mahlstede, Anne McBee –Mehring, David Schulz, and Van Puckett. Absent was Fred Hofman.

Board of Health Chair Selection: Selection of Chair for the Board of Health was brought to the Board. Melinda Tichenor made a motion to nominate Doug Young, DVM to continue as Chair for another year. The motion was seconded by Ke'lah Savage. As there was no discussion, it was brought to a vote and passed unanimously.

Cooperative Agreement between Montana Department of Public Health and Human Services and Board of Health (BOH): Van Puckett, Sanitarian presented the Cooperative agreement to the Board during the March 10, 2016. The purpose of the agreement is to establish a payment schedule for maximizing the disbursement of funds to the BOH to support inspections of licensed establishments and to determine which optional programs the BOH will conduct. All Board members have reviewed this document and voted to approve it as written. This document has been signed and filed with the County Clerk and Recorder's Office.

Melissa Brummell, Public Health Nurse Update:

- **Letter of Support for Montana Healthcare Foundation Grant:** Melissa presented the Board with a draft copy of the Letter of Support to review. The Board read through the Letter and discussion was held. Doug Young raised the question as to what degree the Hospitals can assist in this grant. Melissa explained that the Grant is being applied for by the Madison County Commissioners on behalf of the Mental Health Local Advisory Council, and the Madison County Public Health (MCPHD) has offered clerical assistance if needed. This Grant is a "planning" grant that will help determine the feasibility of expanded mental health services within the County. Those involved in this study will need to stay open minded, flexible and aware of possible obstacles as we determine how we are going to meet the mental health needs of our communities. After this Grant is complete, there is a second grant which actually helps with the implementation of the plan. Ke'lah Savage noted that this is a great much needed grant which brings all the different implementations in under one umbrella. Doug Young asked if the funding went to MCPHD. Melissa answered that the funding will go through the Madison County Commissioners, however, MCPHD will likely provide clerical assistance. Melinda Tichenor made a motion to approve the Letter of Support as written. R.D. Marks seconded the motion and it passed unanimously.
- **Public Health 2016-2017 Preliminary Budget:** Melissa presented the Preliminary/Proposed Budget and explained why some items have fluctuated either up or down within the Budget. With

MCPHD assisting with the funding of the CERT Program (\$2K), which had previously been funded solely by DES. It is important that MCPHD help with CERT as these will be the individuals that we will need to call upon for assistance. There is also a need to replace the current MCPHD car with a newer model. There are net decreases in the areas of gas & fuel, printing costs, and training. The over-all change to the Proposed Budget this year as opposed to last year's will be a net decrease of \$7000 for the new fiscal year. Revenues will likely increase this year with the exception of a few areas. The PHEP Grant has eliminated its extra Ebola Funding, so funding will drop back down to the baseline. The Immunization Action Plan and The Maternal & Child Health grant will remain basically static. The Montana Health Care Foundation has offered MCPHD an additional \$5K to complete a new Community Health Assessment.

- **The Communicable Disease Plan:** Melissa presented the MCPHD Communicable Disease Plan which has recently had a general format and contact update as part of the fourth quarter PHEP Grant deliverables. After review and a quick discussion, Melinda Tichenor made a motion to accept the document as written, Ke'lah Savage seconded the motion and it passed unanimously. R.D. Marks, Doug Young and Melissa Brummell signed the original document and it has been taken to the Madison County Clerk & Recorder Office for filing.
- **Specimen Transport Protocol (Formerly All Hazards Sample Transport Plan):** Melissa presented the Specimen Transport Protocol which has been recently updated with general formatting and contact information as part of the fourth quarter PHEP Grant deliverables. Melissa also noted that she has verified that all of the listed facilities do have the appropriate containers. After review, R.D. Marks made a motion to accept the document as written and Melinda Tichenor seconded the motion and it passed unanimously. This document will be filed with the County Clerk & Recorder Office as soon as all listed parties have signed.
- **Madison County Fair and PHEP funding:** Melissa reported that MCPHD intends to acquire a booth at the upcoming Madison County Fair again this year. In conjunction with the fair MCPHD would like to use a portion of the PHEP Grant funds, for the purchase of items to give back to the local communities. This year MCPHD would like to continue to enhance the Preparedness Theme set by last year's 72-Hour Emergency Kits, by providing First Aid Kits. Literature showing sample ideas of the kits was passed around for review. She also noted that MCPHD would like to make available Community CPR/First Aid Training possibly in July or August. Sign-up sheets may be available at the Fair Booth.
- **Madison County Fair Car Seat Inspections:** Melissa noted that MCPHD will be hosting a Car Seat Inspection Service at the Fair. Melissa is a CSP Technician and has invited an additional CPS Technician from Anaconda-Deer Lodge to assist in car seat inspections on the Friday and Saturday of the Fair. For every Car Seat Inspection, participants will receive a coupon for a free Sno-Cone. Funds for these incentive coupons will come from Maternal and Child Health Block Grant (MCH). In discussion, it was noted that there should also be a few replacement car seats available for those who do not have one or theirs is expired. Melissa noted that there is a program that assists in identifying and providing car seats to people in need.
- **Nurse Update:** Additional Nurse Update information was handed out in the form of Appendix A and is attached to this document.

Public Health Clerk Update:

- Clerk update information for ongoing Projects and Training, for both Anne McBee Mehring and Tammy Mahlstedt, was handed out in the form of Appendix B and is attached to this document.

Approval of Minutes:

- **Minutes for 12/3/2015** were approved as written, signed by Doug Young and Anne McBee-Mehring and have been filed with the Madison County Clerk & Records Office.
- **Minutes for 3/10/2016:** Dayna made a motion to approve the minutes as written, and it was seconded by RD Marks, and was passed unanimously. The documents were signed by Doug Young and Tammy Mahlstede and have been filed with the Madison County Clerk & Records Office.

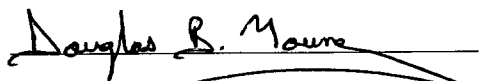
Montana DPHHS Local Board of Health Training: Local Board of Health Training was presented by Kerry Pride and Tia Hunter from the DPHHS Public Health System Support Unit.

- A PowerPoint presentation was given which gave a broad overview of "What is Public Health". Which can be simplistically summed up as "herd health" for humans.
- The purpose of the Public Health System, and the role to be played by the Board of Health from the standpoint of the Montana Statutes and Administrative Rules were presented. "As a board member, what can you do to help public health in your jurisdiction?"
- Community and State health improvement planning, and Public health accreditation. A Table Top discussion followed on Review of Disease Reporting & Response with a Champylobacter scenario. Many questions regarding whom will be or should be responsible for various public health roles were directed for the group to consider and answer.
- PowerPoint handouts, Table-top scenario and a Guidebook for Montana Board of Health Member (February 25, 2016) were supplied for all in attendance.

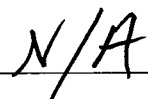
Review Board Member info: Board members that were asked to review personal contact information and to provide their cell phone carrier information as well, to allow emergency text messages to be sent. Information provided has been updated in the Board of Health Member List on June 13, 2016.

Meeting Schedule: Melissa will once again review the time-frame for submitting grant deliverables in October 2016 and coordinate with the Board suggestions for the next meeting date. It was agreed that the Board will do a group-email polling to determine the best date to schedule the next Board of Health meeting.

Adjourn: With no further business, the meeting was adjourned at 6:08 pm.

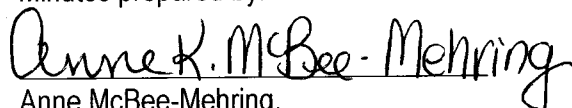


Douglas B. Young, Chairman
Madison County Board of Health

Attest: 

Kathleen Mumme,
Clerk and Recorder,
Madison County

Date Approved: September 1, 2016
Minutes prepared by:



Anne McBee-Mehring,
Public Health Clerk

Appendix A – Madison County Public Health Department Nurse Update

Public Health Update 6/9/2016

- School Services
 - Will meet with Brian Hilton regarding providing additional immunizations at beginning of next school year for Fall and Spring Clinics
- Grants- IAP, MCH, PHEP, MCF
 - PHEP, MCH – grants renewed.
 - PHEP back to base amount.
 - MCH decrease in amount by \$138
 - PHEP IDEAS
 - CERT team started!!
 - Working on getting community CPR/First Aid training available possible July/August
 - PHEP Funding for First Aid kits for fair
 - Win tries at game by answering questions.
 - Also at fair:
 - Inspect Car Seats – will hopefully have another CPS Technician from Anaconda-Deer Lodge for Friday and Saturday
 - For every Car seat inspected they get a free snow cone coupon out of MCH Funds!
- Communicable Disease Update
 - Flu cases decreasing significantly in county
 - STI cases have been up this last quarter
 - Multistate Salmonella outbreak. Completed detailed case report and send to state and CDC...related possibly to live poultry exposure.
- Upcoming Projects
 - Possibility of taking over Tobacco Prevention Grant
 - CHA-Community Health Assessment over next 3 months
 - With CHIP- Community Health Improvement Plan
 - Public Health Office Strategic Plan within next year
 - Montana Public Health Summit Training in Great Falls in July
 - Upcoming Youth Mental Health First Aid Training tomorrow
 - Possibility of being able to except credit card payments via our website

- Completed Training
 - Preparedness Summit Overview from Texas
 - Focus was on Recovery after an incident. Important to think about the vulnerable populations during the recovery phase-may need more assistance.
 - Gathered many resources while there such as planning resources for business organizations, dispatch, long term care and hospitals.
 - Project ECHO (See Below)
 - Trauma Recovery Network
 - Montana has no local TRN Group
 - If an event happens they would try to get volunteers from the National Trauma Recovery Network
 - Trauma Recovery, EMDR Humanitarian Assistance Programs is a disaster recovery organization, not a disaster response organization. We believe providing on-site education and assistance to clinicians and other human services personnel within a disaster impacted community can leave behind an enduring resource for local recovery efforts.

Project ECHO: A Revolution in Medical Education and Care Delivery

UNM School of Medicine

Project ECHO is a lifelong learning and guided practice model that revolutionizes medical education and exponentially increases workforce capacity to provide best-practice specialty care and reduce health disparities.

The heart of the ECHO model™ is its hub-and-spoke knowledge-sharing networks, led by expert teams who use multi-point videoconferencing to conduct virtual clinics with community providers. In this way, primary care doctors, nurses, and other clinicians learn to provide excellent specialty care to patients in their own communities.

- 1) People need access to specialty care for their complex health conditions.

- 2) There aren't enough specialists to treat everyone who needs care, especially in rural and underserved communities.
- 3) ECHO trains primary care clinicians to provide specialty care services.
This means more people can get the care they need.
- 4) Patients get the right care, in the right place, at the right time. This improves outcomes and reduces costs.

Appendix B – Madison County Public Health Department Clerk Update

Presented to the BOH on June 9, 2016, by Anne McBee-Mehring, and Tammy Mahlstede.

Anne and Tammy continue to process claims and maintain the billing and collection files.

Anne

Projects:

In addition to normal daily billing and collection activities Anne continues working on and submitting the PHEP Deliverables, assigned to her by Melissa, in order to ensure receipt of quarterly grant payments. She also attended monthly PHEP conference calls to keep abreast of where we needed to be on PHEP Deliverables.

Trainings:

- Basic Disaster Life Support Webex (March 29th, 31st, April 5th & 7th)
- PHEP - ChemPac Webex (April 14th)
- SkyWarn – National Weather Service Great Falls - Spotter Training (May 12th)
- PHEP/HPP/DES Regional Meetings (May 19th)
- PHEP - Volunteer Registry WebEx (June 9th)

Tammy

Projects:

- On May 18, 2016, Tammy faxed the new UHC contract to Kathy Lamping, Senior Network Account Manager for United Healthcare of Montana. Once UHC has processed and loaded the new contract we can begin review of retro claims. Tammy left a message for Kathy on June 2, 2016, and again on June 6, 2016, to inquire on the status of the contract. Tammy is anxiously awaiting Kathy's reply.
- Tammy has been working with BCBS Provider Network Representatives to add the HELP Program Network to the current BCBSMT Participating Provider Agreement. The County Attorney's office is currently reviewing the amended document.
- MCPHD received a notification of revalidation on May 31, 2016, from Xerox, this is the Healthy Montana Kids PLUS Medicaid program. Tammy contacted Medicaid and confirmed that MCPHD has not revalidated enrollment information since the contract date began on January 1, 1998. Revalidation should occur every three to five years depending on provider type. The Montana Healthcare program will be sending out revalidation packets between June and September 2016.

Trainings:

- Basic Disaster Life Support webinar. Tammy participated in all four training dates March 29th & 31st and April 5th & 7th. The Sheridan High School allowed Tammy to access the computer lab from 7:00 pm to 9:00 pm all four nights. She received certificate of completion April 11, 2016.
- Linda McCulloch, Secretary of State of the State of Montana, reappointed and commissioned Tammy as a Notary Public for the State of Montana with her commission to expire April 26, 2020.
- One of the deliverables for the Montana Healthcare Foundation grant is to develop a strategic plan. To better assist Melissa Brummel, RN, with this task, Tammy participated in the following two NACCHO training opportunities on May 16, 2016: What is Strategic Planning and How Do I Prepare; and Implementing a Strategic Planning Process.